

From: [Knittel, Janette](#)
To: [Long, John](#)
Subject: RE: draft agenda and possible meeting dates
Date: Tuesday, May 28, 2019 11:47:00 AM
Importance: High

John,

I'm back to work (b) (6). Are you still traveling?

I'm hoping you've heard back from your client on these dates. If not please check with them asap.

I've been trying to make this meeting happen now for more than two months and frankly I'm tired of checking calendars and trying to pin down a date. Let's make this happen, please. Here are our blocks of time as of this morning.

Wed June 19 – open 12:30 – 2:30

Tues June 25 – open 9:30 – noon

Wed June 26 – open 9:30 – noon

Janette

From: Knittel, Janette
Sent: Wednesday, May 22, 2019 10:50 AM
To: Long, John <john.long3@woodplc.com>
Subject: RE: draft agenda and possible meeting dates

Hi John. I understand.

I would like your feedback on the agenda before you share it with your client, please. It's a first draft.

I've sent an email to Jennifer and Elly (and now Ted Yackulic, EPA attorney for the LDW site) asking them to confirm their availability for the following blocks of time, if you wish to forward these dates to your client:

Wed June 19 after noon

Tues June 25 before noon

Wed June 26 before noon

Janette

From: Long, John <john.long3@woodplc.com>
Sent: Wednesday, May 22, 2019 9:49 AM
To: Knittel, Janette <Knittel.Janette@epa.gov>
Subject: RE: draft agenda and possible meeting dates

Janette:

I am traveling (b) (6), but will review the Agenda and forward the later in June dates to the clients. I was not ignoring you but it has been hectic between preparing for the travel and actually doing it. We will get you comments on the Agenda after you return and before the meeting.

- John

From: Knittel, Janette <Knittel.Janette@epa.gov>
Sent: Monday, May 20, 2019 11:38 AM
To: Long, John <john.long3@woodplc.com>
Subject: RE: draft agenda and possible meeting dates

John, Jennifer definitely is not available on June 6. Let's try to pin down a date soon. I'm out this Thurs and Fri, back Tues.
-Janette

From: Knittel, Janette
Sent: Friday, May 17, 2019 4:43 PM
To: Long, John <john.long3@woodplc.com>
Subject: draft agenda and possible meeting dates

John, see attached for a first draft of an agenda. Is this what you had in mind?
I'm really having trouble finding dates and it's such a moving target because EPA people get booked up so fast. Here's what I see today:

Thurs May 30 before noon
Tues June 4 is possible, 9-11 am.
(June 3, 5, and 6 are totally booked, unless Jennifer can change her meeting midday on June 6, not likely but waiting to hear...)
(I'm out June 7-14)
Tues June 18 before noon
Wed June 19 starting at 1 pm
Possibly June 25, 26, or 27

Janette
PS – I'm out Thurs/Fri May 23-24 (b) (6), so let's talk before then.

Janette Knittel
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